

Checklist

Foreign Adoptions

Filing Fee

Court Costs: \$183.00

Requirements

This action may be filed in this court when the adopted child was born in another country, the adoption was finalized in that country, and the adoptive parents are Greene County residents. The purpose of this action is to recognize a foreign adoption that has already been completed so that a birth record may be issued in the State of Ohio.

The Process

The documents listed below must be prepared by the applicant or his/her attorney, and brought into the court for filing, along with the filing fee. Once the documents have been approved for filing by the court, the documents will be signed and certified. A hearing will not be necessary unless otherwise determined by the judge.

Note: *On all paperwork you must use full names for everyone (first name, full middle name, and last name)*

All paperwork must be typed. We will not accept handwritten documents.

All filings must be single-sided. We will not accept double-sided originals.

Please do not staple original paperwork. We cannot accept filings with staples.

Initial filing

- ☐ Petition to Recognize Foreign Adoption (Form 19.2)
- ☐ A copy of the **Translated Version** of the child's Birth Certificate
- ☐ A copy of the **Translated Version** of the Foreign Decree or Certificate of Adoption
- ☐ Self-Representation Acknowledgment (GC Form 75.1) *If applicable*
 - This form **must** be filed if applicant is not represented by an attorney.
- ☐ Contact Information Form (GC Form 75.3-A)
- ☐ Order for Ohio Birth Record for Foreign Born Child (Form 19.3)
- ☐ Ohio Dept. of Health Vital Statistics Certificate of Adoption Form
- ☐ Statement of Adopted Persons Form (GC Form 103.1)